

CA081540

**SHELBY COUNTY BOARD OF COMMISSIONERS  
AGENDA ROUTE SHEET**

Referred to Commission Committee (name) **LAW ENFORCEMENT, FIRE, CORRECTIONS & COURTS**

For Commission Action on (date): 03/31/08

**RESOLUTION AMENDING THE FY 2007/2008 OPERATING BUDGET OF THE SHELBY COUNTY DRUG COURT RESIDENTIAL GRANT TO PROVIDE ADJUSTMENTS IN THE AMOUNT OF \$30,600 TO BENEFITS, OUTSIDE CONTRACTS, AND DATA PROCESSING SUPPLIES. THIS IS A PASS THROUGH GRANT TO BE ADJUSTED IN THE AMOUNT OF \$30,600. SPONSORED BY COMMISSIONER: SIDNEY CHISM**

**CHECK ALL THAT APPLY BELOW:**

☐ This Action does NOT require expenditure of funds.

☒ This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: \$ \_\_\_\_\_ : County CIP Funds: \$ \_\_\_\_\_

State Grant Funds: \$ 30,600 Z05025510 00 : State Gas Tax Funds: \$ \_\_\_\_\_

Federal Grant Funds: \$ \_\_\_\_\_

Other funds (Specify source and amount): **Fines and fees:** \_\_\_\_\_

Other pass-thru funds (Specify source and amount): \$ \_\_\_\_\_

**Originating Department:** Shelby County Drug Court

**APPROVAL:**

Dept. Head:	<u>Roger Henderson</u> <u>545-2823</u>	<u>[Signature]</u>	<u>3-17-08</u>
	(Type your name & phone #.)	(Initials)	(Date)
Elected Official:	<u>Judge Tim Dwyer</u>	<u>[Signature]</u>	<u>3-17-2008</u>
	(Type your name & phone #.)	(Initials)	(Date)
Division Director:	_____	_____	_____
	(Type your name & phone #.)	(Initials)	(Date)
CIP – A&F Director:	_____	_____	_____
	(Type your name & phone #.)	(Initials)	(Date)
Finance Dept.:	<u>Michael A. Swift</u> <u>545-4449</u>	<u>[Signature]</u>	<u>3/20/08</u>
	(Type your name & phone #.)	(Initials)	(Date)
County Attorney:	<u>Mary L. Bright</u> <u>X4963</u>	<u>[Signature]</u>	<u>3-19-08</u>
	(Type your name & phone #.)	(Initials)	(Date)
CAO/Mayor:	<u>Jim Huntzicker</u> <u>545-4514</u>	<u>[Signature]</u>	<u>3-21-2008</u>
	(Type your name & phone #.)	(Initials)	(Date)

ITEM # \_\_\_\_\_

PREPARED BY: R. HENDERSON

COMMISSIONER: SYDNEY CHISM

APPROVED BY: 

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**RESOLUTION AMENDING THE FY 2007/2008 OPERATING BUDGET OF THE SHELBY COUNTY DRUG COURT RESIDENTIAL GRANT TO PROVIDE ADJUSTMENTS TO BENEFITS, OUTSIDE CONTRACTS, AND DATA PROCESSING SUPPLIES. THIS IS A PASS THROUGH GRANT TO BE ADJUSTED IN THE AMOUNT OF \$30,600. SPONSORED BY COMMISSIONER: SIDNEY CHISM**

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**WHEREAS**, The Shelby County Drug Court FY 2007-2008 budget was submitted to and approved by the Shelby County Board of Commissioners with specified amounts allocated for salaries, other compensation, fringe benefits and outside contracts; and

**WHEREAS**, A change in staffing occurred which resulted in a change in benefits to Counselor A and Counselor B; hence there is an excess in the budgeted amount for benefits. Additionally, there is a projected excess in outside contracts.

**WHEREAS**, The funds could be used towards a data management system needed by the Drug Court to increase the efficiency and therefore the capacity of the Drug Court; and

**WHEREAS** Judge Dwyer concurs with the need for a data management system; and

**WHEREAS**, It is necessary to amend the FY2007-2008 Shelby County Government Operating Budget for the Residential Treatment Grant, Z05025510 00 of the Shelby County Drug Court.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE**, That the FY2007-2008 Shelby County Government Operating Budget for the Residential Treatment Grant, Z05025510 00, of the Shelby County Drug Court is hereby amended and funds appropriated per Exhibit A, which is attached hereto and incorporated herein by reference.

**BE IT FURTHER RESOLVED**, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant(s) to the extent of the appropriations for the purposes contained in this resolution and to take proper credit in their accounting therefore.

\_\_\_\_\_  
A C Wharton, Jr., County Mayor

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of County Commission

ADOPTED: \_\_\_\_\_

## SUMMARY SHEET

### I. Description of Item

RESOLUTION AMENDING THE FY 2007/2008 OPERATING BUDGET OF THE SHELBY COUNTY DRUG COURT RESIDENTIAL GRANT TO PROVIDE ADJUSTMENTS TO BENEFITS, OUTSIDE CONTRACTS, AND DATA PROCESSING SUPPLIES. THIS IS A PASS THROUGH GRANT TO BE ADJUSTED IN THE AMOUNT OF \$30,600. SPONSORED BY COMMISSIONER: SIDNEY CHISM

This resolution amends the FY2007-2008 Operating Budget to provide a budget for a change in staff and projected expense for outside contracts.

This budget adjustment allows the Drug Court to fully expend grant proceeds which exist due to a vacancy within the Drug Court. Funds that normally would have been expensed to benefits will not be expended. This budget adjustment moves the excess budget from Personnel to Operations and Maintenance.

### II. Source and Amount of Funding

Shelby County Drug Court is amending the FY2007 – 2008 Operating Budget by increasing the budget for Data Processing by a change in benefits and a reduction of outside contracts.

### III. Contract Items

N/A.

### IV. Additional Information Relevant to Approval of this Item

- Shelby County Drug Court recommends approval of this resolution.
- The Grantor agency has approved the budget modification moving \$5,400 from Personnel Costs to Operations & Maintenance.

## EXHIBIT A

## SHELBY COUNTY GOVERNMENT

## BUDGET AMENDMENT

FY2008

ACCT NO	DESCRIPTION	CURRENT BUDGET	ADJUST- MENT	BUDGET AS AMENDED
<u>850-700502 General Sessions Criminal Court (Drug Court)</u>				
5102	SALARIES & LABOR	76,501	0	76,501
5510	RETIREMENT SYSTEM CO A	5,355	0	5,355
5511	OPEB	4,973	0	4,973
5516	MEDICARE COVERAGE - MQFE	1,033	0	1,033
5520	GROUP LIFE INSURANCE	520	0	520
5543	CIGNA INSURANCE	7,814	(5,400)	2,414
5560	LONG TERM DISABILITY	1,224	0	1,224
5591	OJI EXPENSE	1,186	0	1,186
5592	UNEMPLOYMENT COMP	252	0	252
6016	DATA PROCESSING SUPPLIES	0	200	200
6026	EXP FURN AND EQUIP	3,550	(10)	3,540
6052	OFFICE SUPPLIES	450	400	850
6419	EDUCATION & TRAINING EXP	3,316	(190)	3,126
6467	TRAVEL	3,398	0	3,398
6637	OUTSIDE CONTRACTS	387,878	(25,000)	362,878
6795	RENT EQUIP	2,500	0	2,500
6852	PRINTING INSIDE	50	0	50
7003	COMPUTER HARDWARE	0	30,000	30,000
Net Operations		500,000	0	500,000





STATE OF TENNESSEE  
**DEPARTMENT OF FINANCE AND ADMINISTRATION**

RESOURCE DEVELOPMENT AND SUPPORT  
OFFICE OF CRIMINAL JUSTICE PROGRAMS  
WILLIAM R. SNODGRASS TENNESSEE TOWER  
312 8<sup>th</sup> AVENUE NORTH, SUITE 1200  
NASHVILLE, TENNESSEE 37243-1700  
FAX (615) 532-2989

DAVE GOETZ  
COMMISSIONER

March 7, 2008

Roger Henderson, Drug Court Coordinator  
Shelby County Drug Court  
Shelby County Government  
160 North Main Street, Suite 850  
Memphis, TN 38103

RE: Drug Court State Grant No. **Z05025510 00**

Dear Mr. Henderson,

The Office of Criminal Justice Programs has approved your request for budget revision of your 2007/2008 Drug Court State Grant Number **Z05025510 00** for the **Shelby County Residential Drug Court Project** project. It is acceptable to modify your budget to move funding from Benefits & Payroll Taxes, Professional Fees, Conferences & Meetings, and Other Nonpersonnel and reallocate it to Salaries & Wages, Supplies, Printing & Publication, and Reimbursable Capital Purchases line items.

This approval is a result of your written submission of the proposed budget changes that appear to be a good faith effort to continue the project as set forth in your application.

**NOTE: IMPORTANT NEW REQUIREMENT:**

**The budget amounts modified by this revision must be reflected in Column A, Total Contract Budget, on all future invoices submitted for reimbursement. Failure to reflect these budget amounts on your invoice forms may result in your invoice being held for OCJP clarification and payment may be delayed.**

The effective date for this revision is March 1, 2007.

As Program Manager for this grant, please feel free to contact me at any time. My phone number is 615-253-2037. I look forward to our continued working partnership.

Sincerely,

A handwritten signature in cursive script, reading "Marie Crosson", is written below the word "Sincerely,".

Marie Crosson  
Program Manager